

The Georgia State Board of Physical Therapy met on **March 16, 2004** at the Professional Licensing Boards Division, 237 Coliseum Drive in Macon, Georgia for the purpose of conducting business.

**Members Present:**

- Sandra Eskew Capps, P.T., President
- Linda H. Lamb, P.T.
- Bernice B. Chaney, P.T.A.
- Anthony F. Ellis, P.T.
- Brad S. Freemyer, P.T.
- Morris J. Friedman, Consumer Member
- Patricia H. Willis, P.T.

**Others Present:**

- Robert Renjel, Assistant Attorney General
- Anita O. Martin, Executive Director
- Lea F. Williams, Applications Specialist/Board Secretary
- Jessica Huff, Legal Services Intern
- Norman Harris, Legal Services Intern
- Geoff Aulds, PTAG Representative
- Tachunta Thomas, Assistant Division Director

President Eskew Capps established that a quorum was present, and called the Public Hearing to order and in **OPEN SESSION** at 9:00 A.M. No public or written comments were received concerning Rule 490-4-.02 Continuing Competence Requirements. The Public Hearing adjourned at 9:05 A.M., and the Board meeting was called to order in **OPEN SESSION**.

**Rule 490-4.02, Continuing Competence Requirements:** Ms. Chaney made a motion to post the rule as amended. The motion was seconded by Mr. Friedman and approved by the Board. (Attachment #2)

The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.

The board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3)(A)(B)(C)(D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Physical Therapy.

At 10:00 the Board met with Sidney Todd Martin for a **Board Review Hearing**.

The Board met with applicants J.W., K.M., C.K., and A.K. who were appealing the Board's previous decisions regarding their licensure applications.

**February 17, 2004 Minutes:** Ms. Lamb made a motion to **approve** the minutes as amended. The motion was seconded by Mr. Ellis and approved by the Board.

**Roster of New Licensees:** Mr. Friedman made a motion to **approve** the roster of new licensees. The motion was seconded by Ms. Lamb and approved by the Board. (Attachment #1)

**Letter from S.H.M., Exam Applicant:** Ms. Lamb made a motion to **advise** the applicant that coursework is need in all areas for general education. Ms. Willis seconded the motion and it was approved by the Board.

**E-mail from Shawn Humphries:** Mr. Freemyer made a motion to **refer** Mr. Humphries to the APTA's pharmacology statement, and to ensure that practice falls within the prevailing standards of practice. The motion was seconded by Ms. Chaney and approved by the Board.

**Request from Melvin Goldstein re: P.S.:** Ms. Willis made a motion to **deny** Mr. Goldstein's request, and refer to the A.G.'s office for a public reprimand for non-compliance of P.S.'s consent order. The public reprimand should include license suspension until a pre-approved program is completed and proof of completion received by the Board, a \$500.00 fine, and must take and pass the GA Jurisprudence Exam within six weeks of the docket date of consent order. The motion was seconded by Mr. Friedman and approved by the Board.

**Letter from Karen G. Head, R.N.:** The Board viewed this item as information, but voted to advise Mrs. Head that PT's and PTA's must be in compliance with Board Rule 490-5-.01.

**Letter from Chad Roberts, P.T.:** Ms. Lamb made a motion to **advise** Mr. Roberts that the law he is referring to does not apply to the situation described in his letter. Mr. Friedman seconded the motion and it was approved by the Board.

**Letter from Helen Terry, R.N.:** Ms. Chaney made a motion to **advise** Mr. Terry that the Board is precluded from offering legal interpretations or opinions of the laws and rules. The motion was seconded by Ms. Willis and approved by the Board.

**Board Policies Draft:** Mr. Friedman made a motion to **accept** the revised Board Policies. The motion was seconded by Ms. Lamb and approved by the Board.

**Interested Parties Mailing List for P.T.:** Viewed as informational.

**Rule amendments draft: 490-1-.01 through 490-3-.03:** Reviewed by the Board, no action taken.

Mr. Freemyer moved, Ms. Chaney seconded, and the Board voted to enter into **EXECUTIVE SESSION** in accordance with O.C.G.A. §43-1-2(k) to deliberate on applications. Voting in favor of the motion were those present who included Board members Eskew Capps, Ellis, Willis, and Lamb. The Board concluded **Executive Session** in order to vote on these matters and to continue with the public session.

**F.P.P.: Endorsement Applicant:** Ms. Chaney made a motion to **advise** F.P.P. that he/she does not qualify for endorsement, and must take and pass the Jurisprudence exam. The motion was seconded by Mr. Freemyer and approved by the Board.

**G.M.: Exam Applicant:** Ms. Lamb made a motion to **deny** the application. The motion was seconded by Ms. Willis and approved by the Board.

**C.L.O.: Exam Applicant:** Mr. Friedman made a motion to approve the application. The motion was seconded by Ms. Willis and approved by the Board.

**J.W.: Appeal Appointment:** Mr. Freemyer made a motion to **issue** J.W. a license upon proof of the volunteer hours worked. The motion was seconded by Ms. Willis and approved by the Board.

**K.M.: Appeal Appointment:** Ms. Lamb made a motion to **approve** the training permit, but must complete 20 hours of supervised wound care training and submit proof of completion before taking the NPTE. The motion was seconded by Ms. Chaney and approved by the Board.

**C.K.: Appeal Appointment:** Mr. Ellis made a motion to **advise** C.K. that a further plan of study must be submitted for the Board's pre-approval, as well as address test-taking skills. The motion was seconded by Ms. Lamb and approved by the Board.

**A.K.: Appeal Appointment:** Mr. Friedman made a motion to **advise** A.K. that he must complete 1000 hours of supervised training as required in rule 490-4-.01(4). The motion was seconded by Ms. Willis and approved by the Board.

#### REINSTATEMENT APPLICATIONS:

**R.R.:** Ms. Willis made a motion to **reinstate** the license under a Public Consent Order citing unlicensed practice, with a \$260.00 fine, must take and pass the GA Jurisprudence exam and any future continuing competency coursework must be in compliance with board rule 490-4-.02. The motion was seconded by Ms. Chaney and approved by the Board.

**R.E.N.:** Mr. Freemyer made a motion to **reinstate** the license under a Public Consent Order citing unlicensed practice, to include a \$390.00 fine, and must take and pass the GA Jurisprudence Exam. The motion was seconded by Ms. Willis and approved by the Board.

The Board voted to approve the reinstatement consent orders upon receipt.

Mr. Renjel left the meeting at 3:00 P.M and Mr. Friedman left the meeting at 3:30 P.M.

Mr. Freemyer moved, Ms. Willis seconded, and the Board voted to enter into **EXECUTIVE SESSION** in accordance with O.C.G.A. §43-1-19(h)(2) to deliberate on disciplinary matters, and to receive information on enforcement, cognizant, and attorney general reports. Voting in favor of the motion were those present who included Board members Eskew Capps, Chaney, Ellis, and Lamb. The Board concluded **Executive Session** in order to vote on these matters and to continue with the public session.

#### ENFORCEMENT REPORT:

**#03-016:** This case was **tabled** for Cognizant Portee's review and recommendation.

**#03-021:** Ms. Chaney made a motion to **close** the case. The motion was seconded by Mr. Freemyer and approved by the Board.

**#04-002:** Ms. Willis made a motion to **close** the case and flag the respondents record. Ms. Chaney seconded the motion and it was approved by the Board.

### COGNIZANT REPORT:

**#04-024:**

Ms. Chaney made a motion to accept the cognizant's recommendation and **send** the case to Enforcement to subpoena the patient records for cognizant review, and possibly refer case to a peer reviewer. The motion was seconded by Mr. Freemyer and approved by the Board.

### ATTORNEY GENERAL REPORT:

**R.F.:**

Mr. Renjel reported that Enforcement was unable to locate the witness, and that he would attempt to locate the witness. If he is unable to locate the witness, the case will have to be closed.

### OTHER BUSINESS:

**Request of Exam applicant C.D.C.** Ms. Lamb made a motion to **advise** C.D.C. that she would need to return to and complete a CAPTE-accredited P.T. program. The motion was seconded by Ms. Willis and approved by the Board.

**E-Mail from Patricia Conaway:** Mr. Freemyer made a motion to advise Ms. Conaway that EMG's do fall within the scope of practice for P.T.'s. The motion was seconded by Ms. Lamb and approved by the Board.

The Board requested that a letter be sent to the FSBPT regarding continuing competency credit awarded to Robert Renjel who did not attend the annual meeting.

There being no further business to come before the Board, the meeting was adjourned at 5:15 P.M. on March 16, 2004.

**Minutes prepared by:** Lea Williams, Board Secretary

**Reviewed/Edited by:** Anita O. Martin, Executive Director

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Sandra Eskew Capps, P.T.  
Board President

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Mollie L. Fleeman  
Division Director

**PT Licenses Issued January 10, 2004 though March 7, 2004**  
**Total: 64**

<i><b>License #</b></i>	<i><b>Name:</b></i>	<i><b>License Type:</b></i>	<i><b>Issue Date:</b></i>
PT007931	Bemis, Caleb James	Physical Therapist	1/13/2004 0:00
PT007932	Cooksey, Alanna	Physical Therapist	1/14/2004 0:00
PT007933	Thorderson, Jedd Alan	Physical Therapist	1/16/2004 0:00
PT007934	Davies, George J	Physical Therapist	1/21/2004 0:00
PT007935	Fontana, Denise Marie	Physical Therapist	1/21/2004 0:00
PT007936	Dalton, Claire Marie	Physical Therapist	1/21/2004 0:00
PT007937	Fulghum, Tracie Leigh	Physical Therapist	1/22/2004 0:00
PT007938	Pranger, Paula Marie	Physical Therapist	1/22/2004 0:00
PT007939	Long, Joshua Seth	Physical Therapist	1/22/2004 0:00
PT007940	Pollard, Shameka K	Physical Therapist	1/22/2004 0:00
PT007941	Edenfield, Rachel	Physical Therapist	1/23/2004 0:00
PT007942	Sampson, Hope Amanda	Physical Therapist	1/23/2004 0:00
PT007943	Clenney, Valerie J	Physical Therapist	1/26/2004 0:00
PT007944	Gandal, Laura Shane	Physical Therapist	1/26/2004 0:00
PT007945	Hurst, Rebecca Ellen	Physical Therapist	1/26/2004 0:00
PT007946	Nath, Rekha	Physical Therapist	1/27/2004 0:00
PT007947	Stone, Stacey Lee	Physical Therapist	1/28/2004 0:00
PT007948	Blocker, Sarah R.	Physical Therapist	1/29/2004 0:00
PT007949	Chesney, Florence Elizabeth	Physical Therapist	1/30/2004 0:00
PT007950	Ryder, Terry Jon	Physical Therapist	1/30/2004 0:00
PT007951	Blevins, Tamala Sherrie	Physical Therapist	1/30/2004 0:00
PT007952	Ellis, Mary Caroline	Physical Therapist	1/30/2004 0:00
PT007953	Moore, Victoria Jane	Physical Therapist	1/30/2004 0:00
PT007954	Spears, Heather Nicole	Physical Therapist	1/30/2004 0:00
PT007955	Blalock, Mary Katherine	Physical Therapist	2/2/2004 0:00
PT007956	Phillips, Brian James	Physical Therapist	2/2/2004 0:00
PT007957	Warren, Kenneth Christian	Physical Therapist	2/2/2004 0:00
PT007958	McCusker, Edward Joseph, II	Physical Therapist	2/3/2004 0:00
PT007959	Sandlin, Kerri Michelle	Physical Therapist	2/3/2004 0:00
PT007960	Hill, Amanda Emeline	Physical Therapist	2/4/2004 0:00

(PT Licenses Issued  
Continued)

PT007961	Heath, Barbara Marie	Physical Therapist	2/6/2004 0:00
PT007962	Colalillo, Jeanette Ames	Physical Therapist	2/6/2004 0:00
PT007963	Steele, Kimberly Sue	Physical Therapist	2/6/2004 0:00
PT007964	Dye, Barry Lee	Physical Therapist	2/6/2004 0:00
PT007965	Lanier, Melanie Lynn	Physical Therapist	2/6/2004 0:00
PT007966	Cannon, Lyles Blalock, III	Physical Therapist	2/9/2004 0:00
PT007967	McPherson, Rebekah Ann	Physical Therapist	2/9/2004 0:00
PT007968	Lee, Jason Donald	Physical Therapist	2/9/2004 0:00
PT007969	Sawatski, Stephanie Jean	Physical Therapist	2/9/2004 0:00
PT007970	Maloy, Albert Louis	Physical Therapist	2/10/2004 0:00
PT007971	Cook, William Jeffrey	Physical Therapist	2/10/2004 0:00
PT007972	Staples, Karyn Lynn	Physical Therapist	2/10/2004 0:00
PT007973	Millar, Meredith Ann	Physical Therapist	2/13/2004 0:00
PT007974	Himbert, Allyson McLean	Physical Therapist	2/13/2004 0:00
PT007975	Lee, Meghan L.	Physical Therapist	2/19/2004 0:00
PT007976	Johnson, Aubrey Lynn	Physical Therapist	2/19/2004 0:00
PT007977	Geist, Kathleen Louise	Physical Therapist	2/20/2004 0:00
PT007978	Geist, Robert Kendig	Physical Therapist	2/20/2004 0:00
PT007979	White, Rebecca Mare	Physical Therapist	2/20/2004 0:00
PT007980	Harrell, Kinley Martina	Physical Therapist	2/20/2004 0:00
PT007981	Wallace, Daphne Ann	Physical Therapist	2/20/2004 0:00
PT007982	Hindsman, Karen Elicia	Physical Therapist	2/23/2004 0:00
PT007983	Brantley, Marlana Elizabeth	Physical Therapist	2/23/2004 0:00
PT007984	Kois, Ann	Physical Therapist	2/23/2004 0:00
PT007985	Frank, Brian Matthew	Physical Therapist	2/24/2004 0:00
PT007986	Civitello, Matthew	Physical Therapist	2/26/2004 0:00
PT007987	Smith, Karen Lubeck	Physical Therapist	2/27/2004 0:00
PT007988	Gordon, Carol Ann	Physical Therapist	2/27/2004 0:00
PT007989	Woodard, Melody Ann	Physical Therapist	3/2/2004 0:00
PT007990	Gay, Heather Fostine	Physical Therapist	3/3/2004 0:00
PT007991	Butler, Kristine Dawn	Physical Therapist	3/4/2004 0:00
PT007992	Kelly, Meredith Michelle	Physical Therapist	3/4/2004 0:00
PT007993	Branch, Sharon Renee	Physical Therapist	3/5/2004 0:00
PT007994	Thomas, Jeffrey Earl MacCabe	Physical Therapist	3/5/2004 0:00

**PTA Licenses Issued January 10 through March 7, 2004**  
**Total: 13**

<b><i>License #:</i></b>	<b><i>Name:</i></b>	<b><i>License Type:</i></b>	<b><i>Issue Date:</i></b>
PTA002020	Pizzi, Jill E	Physical Therapist Assistant	1/21/2004 0:00
PTA002021	Childs, Loretta Ann	Physical Therapist Assistant	1/21/2004 0:00
PTA002022	Tully, Kimberly Danielle	Physical Therapist Assistant	1/22/2004 0:00
PTA002023	Arispe, Steven R.	Physical Therapist Assistant	1/23/2004 0:00
PTA002024	Diller, Amy Sue	Physical Therapist Assistant	1/29/2004 0:00
PTA002025	Gibson, Candice Martee	Physical Therapist Assistant	2/2/2004 0:00
PTA002026	Smith, Karen Lorraine	Physical Therapist Assistant	2/2/2004 0:00
PTA002027	Sikes, Kara Suzanne	Physical Therapist Assistant	2/4/2004 0:00
PTA002028	Roberts, Lola Darlene	Physical Therapist Assistant	2/6/2004 0:00
PTA002029	Fahmy, Constance Jean	Physical Therapist Assistant	2/13/2004 0:00
PTA002030	Sawyer, Jill Anderson	Physical Therapist Assistant	2/19/2004 0:00
PTA002031	Johnson, Thomas Evorett, Jr	Physical Therapist Assistant	3/1/2004 0:00
PTA002032	Miller, April Dawn	Physical Therapist Assistant	3/2/2004 0:00

**NOTICE OF INTENT TO ADOPT PROPOSED AMENDMENTS TO THE GEORGIA STATE BOARD OF PHYSICAL THERAPY RULES 490-4.02 FOR CONTINUING COMPETENCE REQUIREMENTS. AMENDED AND NOTICE OF PUBLIC HEARING.**

**TO ALL INTERESTED PERSONS AND PARTIES**

Notice is hereby given that pursuant to the authority set forth below, the Georgia State Board of Physical Therapy (hereinafter "Board") proposes amendments to the Georgia State Board of Physical Therapy Rules, Rule 490-4-.02, Continuing Competence Requirements. Amended.

The proposed rule amendments clarify information pertaining to continuing competence requirements.

This notice, together with an exact copy of the proposed rule amendments and a synopsis of the proposed rule amendments, is being mailed to all persons who have requested, in writing, that they be placed on a mailing list. A copy of this notice, an exact copy of the proposed rule amendments, and a synopsis of the proposed rule amendments may be reviewed during normal business hours of 8:00 a.m. to 5:00 p.m. Monday through Friday, except official State holidays, at the Office of the Secretary of State, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217. These documents will also be available for review on the Georgia State Board of Physical Therapy Web page at <http://www.sos.state.ga.us/plb/pt>. Copies may also be requested by contacting the Georgia State Board of Physical Therapy office at 478-207-1686.

A public hearing is scheduled to be held at 9:00 a.m. on May 18, 2004 in the Office of the Secretary of State, Professional Licensing Boards Division, located at 237 Coliseum Drive, Macon, Georgia 31217 to provide the public an opportunity to comment upon and provide input into the proposed rule amendments. At the public hearing anyone may present data, make a statement, comment or offer a viewpoint or argument whether orally or in writing. Lengthy statements or statements of a considerable technical or economic nature, as well as previously recorded messages, must be submitted for the official record. Oral statements should be concise and will be limited to 5 minutes per person. Additional comments should be presented in writing.

Written comments are welcomed. To ensure their consideration, written comments must be received on or before May 11, 2004. Written comments should be addressed to Mollie L. Fleeman, Division Director, Professional Licensing Boards Division, Georgia State Board of Physical Therapy, 237 Coliseum Drive, Macon, Georgia 31217. FAX: 478-207-1699.

The proposed rule amendments will be considered for adoption by the Georgia State Board of Physical Therapy at its meeting scheduled to begin at 9:05 a.m. on March 16, 2004 in the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217. The proposed rule amendments are proposed for adoption pursuant to authority contained in The Georgia State Board of Physical Therapy Act O.C.G.A. §§ **43-1-19, 43-1-24, 43-1-25, 43-33-10, 43-33-14, 43-33-16, and 43-33-18.**

At its meeting on March 16, 2004 the Georgia State Board of Physical Therapy voted that the formulation and adoption of these rules do not impose regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ **43-1-19, 43-1-24, 43-1-25, 43-33-10, 43-33-14, 43-33-16, and 43-33-18.**



Additionally, at its meeting the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§ **43-1-19, 43-1-24, 43-1-25, 43-33-10, 43-33-14, 43-33-16, and 43-33-18** to adopt or implement differing actions for businesses as listed at O.C.G.A. §50-13-4(3)(A), (B), (C) and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated and dominant in the field of Physical Therapy.

For further information, contact the Board office at 478-207-1686.

This notice is given in compliance with Section 4(a)(1) of the Georgia Administrative Procedures Act (O.C.G.A. §50-13-4).

This \_\_\_\_ day of \_\_\_\_\_, 2004

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Mollie L. Fleeman  
Division Director

Posted: \_\_\_\_\_

**SYNOPSIS OF PROPOSED REVISIONS TO THE  
GEORGIA STATE BOARD OF PHYSICAL THERAPY RULES FOR  
490-4-.02, Continuing Competence Requirements. Amended.**

**Rule 490-4-.02** is repealed and a new rule of the same number is proposed for adoption. Typographical and grammatical errors are corrected.

Purpose: The purpose of the proposed rule amendment is to clarify information pertaining to continuing competence requirements.

Main Features: The main features of the proposed rule amendment are to clarify information pertaining to continuing competence requirements.

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE  
PROPOSED AMENDMENTS TO THE  
GEORGIA STATE BOARD OF PHYSICAL THERAPY RULES FOR  
CONTINUING COMPETENCE REQUIREMENTS. AMENDED 490-4-.02(2), (6)  
and (7)**

**[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]**

**490-4-.02 Continuing Competence Requirements. Amended.**

(1) The Georgia State Board of Physical Therapy requires each licensed physical therapist and physical therapist assistant to participate in a minimum number of clock hours of experience to promote continuing competence per licensure period. The minimum number of hours is: ~~18 clock hours required until December 1999; 30 clock hours required effective January 2000; 40~~ 40 clock hours required effective January 2002. The Board has defined the requirements for competence as planned learning experiences, ~~which occur beyond the entry level which has content beyond minimal~~ educational requirements for physical therapists and physical therapist assistants. Content of the experience must relate to patient care in physical therapy whether the subject is research, treatment, documentation, education, management, or some other content area. The purpose of this requirement is to assist in assuring safe and effective practices in the provision of physical therapy services to the citizens of Georgia. In the event that a licensee does not meet this requirement, the license will not be renewed.

(a) Continuing competence requirements may be met through the mechanisms identified in the categories, Class I and Class II.

(b) The forty (40) hours of continuing competence requirements per biennium include a minimum of four (4) contact hours on ethics and jurisprudence in a Class I activity specifically in ethics and jurisprudence as defined in the Georgia Physical Therapy Act or by passage of the Georgia Jurisprudence Examination. Passage of the examination is equivalent to the four (4) hour requirement.

(c) The total hours required biennially for continuing competence may be distributed between Class I and Class II activities beginning January 2000. Until January 2000, all hours must be obtained through Class I activities. Effective January 2000 and January 2002, a maximum of 10 hours may be obtained through Class II activities. All required hours may be met through Class I

activities. Competency credit is the clock hours spent in an activity except as noted below. Any Class I activity without a stated maximum number of hours may be used to accrue all required hours.

(2) Class I acceptable, continuing competence evidence shall be:

(a) Peer review of practice with verification of acceptable practice by a recognized entity, ~~e.g., American Physical Therapy Association~~; Continuing competence credit is 30 hours per review;

(b) Courses, seminars, workshops, and symposia attended by the licensee which have been approved for continuing education units (CEUs) by appropriate CEU agencies;

(c) Courses, seminars, workshops, and symposia attended by the licensee and approved by the recognized health-related organizations, ~~e.g., American Physical Therapy Association, Arthritis Foundation, Heart Foundation, American Academy of Orthopedic Surgeons, etc.~~ Colleges and universities are considered health related organizations;

(d) Home study courses or courses offered through electronic media that include objectives and verification of satisfactory completion of the course;

(e) University credit courses; Continuing competence credit is 12 hours per semester credit hour;

(f) Participation as a presenter, through a peer review process, in continuing education courses, workshops, seminars or symposia which have been approved by recognized health-related organizations; Continuing competence credit is based on contact hours and may not exceed 20 hours per topic;

(g) Authorship of a presented scientific poster, scientific platform presentation or published article undergoing peer review; Continuing competence credit is 10 hours per event and may not exceed 30 hours;

(h) Teaching a physical therapy or physical therapist assistant credit course when that teaching is an adjunct responsibility and not the primary employment; Continuing competence credit is based on contact hours not to exceed 30 hours;

(i) Certification of clinical specialization by the America Board of Physical Therapy ~~Specialties~~ Specialties. Continuing competence credit is 30 hours and is recognized only in the biennium in which certification or recertification is awarded;

(6) Procedure for verifying with the Board that the continuing competence requirements have been met:

(a) Maintain a signed peer review report or an official program or outline of the course attended or taught or copy of the publication which clearly shows that the objectives and content were related to patient care in physical therapy and shows the number of contact hours, as appropriate. The information also should clearly identify the licensee's responsibility in teaching or authorship. ~~These records should be maintained in the licensee's personal files for no less than three (3) years from the~~

~~beginning date of the licensure period.~~ These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.

(b) Maintain a CEU certificate or ~~verification~~ verification of completion of home study which identifies the sponsoring entity that can be contacted during an audit, or maintain a copy of the

final grade report in the case of a University credit course(s), or specialization certificate, or proof of attendance with a copy of the program for the other acceptable Class I or II activities, or documentation of self-instruction or reading professional literature. These records should be maintained by the licensee for no less than three (3) years from the beginning date of the licensure period.

(c) Complete the Verification of Continuing Competence form as instructed and mail to the Board office with the renewal card, if audited. The Verification of Continuing Competence form will be mailed to the licensee with the renewal notice, if audited. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.

(7) Responsibilities of Licensee:

(a) To maintain the documents identified in number (6) above for no less than three (3) years from the beginning date of the licensure period. These records should be maintained in the licensee's personal files for no less than three (3) years from the beginning date of the licensure period through the even numbered year after the license is renewed.

(b) To submit a properly completed and notarized "Verification of Competence Education" form to the Georgia State Board of Physical Therapy, if audited.

(c) To complete all steps necessary to meet the relicensure requirements on or before October 31st, of odd numbered years.

(d) To provide the Board with information requested during an audit.

(e) To keep a current mailing address on file with the Licensing Board Office at all times.

(8) Responsibilities of the Board:

(a) To maintain the licensure status of all licensees.

(b) To perform audits of licensees' personal records which support information given on the "Verification of Continuing Competence" form submitted to the Board by the licensees.

(c) To mail "Verification of Continuing Competence" forms to licensees prior to October 31st, of odd numbered years, if audited.

(9) Each licensee must assume full ~~responsibility~~ responsibility for meeting the relicensure requirements according to these rules. In the event that a licensee does not meet these requirements, the license will not be renewed.

(10) The Board will perform periodic audits for the purpose of assuring the public of its protection.

Authority: O.C.G.A. §§ 43-1-19, 43-1-24, 43-1-25, 43-33-10, 43-33-14, 43-33-16, and 43-33-18.